



ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

17 November 12, 2013

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**Los Angeles County
Board of Supervisors**

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Deputy Director, Strategic Planning

November 12, 2013

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**AUTHORIZE THE COUNTY PURCHASING AGENT TO PROCEED WITH
THE ACQUISITION AND INSTALLATION OF EQUIPMENT FOR THE
DEPARTMENT OF HEALTH SERVICES FOR HARBOR-UCLA MEDICAL
CENTER'S SURGERY AND EMERGENCY DEPARTMENTS
REPLACEMENT PROJECT
(SUPERVISORIAL DISTRICT 2)
(3 VOTES)**

SUBJECT

Authorize the County Purchasing Agent to proceed with the acquisition and installation of fixed medical equipment for the Department of Health Services, Harbor-UCLA Medical Center's Surgery and Emergency Departments Replacement Project.

IT IS RECOMMENDED THAT THE BOARD:

Authorize the Internal Services Department (ISD), as the County's Purchasing Agent, to proceed with the acquisition and installation of medical equipment for the Department of Health Services (DHS), Harbor-UCLA Medical Center's (H-UCLA MC) Surgery and Emergency Departments Replacement Project, with a total cost of approximately \$3,287,901.

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PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of this action will allow DHS, H-UCLA MC, to acquire and install the necessary medical equipment for H-UCLA MC's Surgery and Emergency Departments Replacement Project (Project). The Project is now ready to proceed with the equipment installation.

The new Surgery and Emergency Department building move-in occupancy date is scheduled for December 2013 with the opening scheduled for February 1, 2014.

On October 16, 2001, the Board adopted a purchasing policy whereby departments must obtain Board approval to purchase or finance equipment with a unit or system cost of \$250,000 or greater prior to submitting the requisition to the County's Purchasing Agent. The acquisition and installation of this new medical equipment, identified in Attachment A will exceed the \$250,000 threshold. Also, due to the specialized nature of the installation of the medical equipment and the need to meet certain building, licensing, and life safety code requirements, the service component associated with the installation (labor) costs will exceed the County's Purchasing Agent's authority. Therefore, the Board's approval is also required for the Purchasing Agent to proceed with this aspect of the acquisition.

Implementation of Strategic Plan Goals

The recommended action will support Goal 1, Operational Effectiveness, and Goal 3, Integrated Services Delivery, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total estimated costs for the medical equipment, lease payments, and three percent installation fee, identified in Attachment A, are approximately \$3,287,901.

Funding is included in DHS' Fiscal Year (FY) 2013-14 Final Budget and will be requested as continuing appropriation as needed in future fiscal years.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On October 16, 2001, the Board approved the classification categories for fixed assets (now referred to as capital assets) and new requirements for major capital assets purchases requiring County departments to obtain Board approval to purchase or finance equipment with a unit cost of \$250,000 or greater prior to submitting their requisition to the County's Purchasing Agent.

CONTRACTING PROCESS

The purchase of this equipment is under the statutory authority of the County's Purchasing Agent and will be accomplished in accordance with the County's Purchasing Policies and Procedures established by ISD.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommendation will ensure the acquisition and installation of medical equipment which is essential to the opening and operation of H-UCLA MC's Surgery and Emergency Departments Replacement Project.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mitchell Katz". The signature is written in a cursive, flowing style.

Mitchell H. Katz, M.D.

Director

MHK:lr

Enclosures

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors
Internal Services Department

ATTACHMENT A

**Department of Health Services
Harbor-UCLA Medical Center
Surgery and Emergency Departments Replacement Project
Equipment Purchases Exceeding \$250,000**

Quantity	ITEM DESCRIPTION	AMOUNT
1	Endoscope Ultrasound, Urological with Scope	\$349,255*
6	Colonoscope Video Therapeutic Systems	\$2,381,726*
1	Radiotherapy, Intraoperative Therapy Targeted	\$556,920*
TOTAL		\$3,287,901*

*Includes a 3% installation fee.